

## FmHA/RDA FIELD OFFICE MAIL CHANGE

1. TO: QUALITY CONTROL BRANCH ATTN. 351 ST. LOUIS, MO		2. FROM: <div style="border-bottom: 1px solid black; width: 100%;"></div>	
3. TYPE OF CHANGE: <input type="checkbox"/> ADD <input type="checkbox"/> CHANGE	4. EFFECTIVE DATE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	5. AGENCY: <input type="checkbox"/> FmHA <input type="checkbox"/> RDA	

### INFORMATION AS IT EXISTS ON THE COUNTY INFORMATION FILE OR SPACE RECORD CARD

6. FmHA/RDA CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	7. MAIL CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	8. SERVICING OFFICE CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	9. OFFICE TYPE: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> STATE  <input type="checkbox"/> DISTRICT  <input type="checkbox"/> REGION  <input type="checkbox"/> RDA DISTRICT         </div> <div style="width: 45%;"> <input type="checkbox"/> SEPARATE  <input type="checkbox"/> COUNTY/FT  <input type="checkbox"/> COUNTY/SUB  <input type="checkbox"/> COUNTY/PT  <input type="checkbox"/> NON-OFFICE         </div> </div>
10. LOCATION NAME: <div style="border-bottom: 1px solid black; width: 100%;"></div>	11. CLASSIFICATION: <input type="checkbox"/> COLLOCATION <input type="checkbox"/> CONSOLIDATION <input type="checkbox"/> SHARED		12. SPECIALIZED SERVICING AND SQUARE FEET: <div style="border-bottom: 1px solid black; width: 100%;"></div>

### ADD OR CHANGE TO THE COUNTY INFORMATION FILE OR SPACE RECORD CARD

13. FmHA/RDA CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	14. MAIL CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	15. SERVICING OFFICE CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	16. OFFICE TYPE: <div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <input type="checkbox"/> STATE  <input type="checkbox"/> DISTRICT  <input type="checkbox"/> REGION  <input type="checkbox"/> RDA DISTRICT         </div> <div style="width: 45%;"> <input type="checkbox"/> SEPARATE  <input type="checkbox"/> COUNTY/FT  <input type="checkbox"/> COUNTY/SUB  <input type="checkbox"/> COUNTY/PT  <input type="checkbox"/> NON-OFFICE         </div> </div>
17. LOCATION NAME: <div style="border-bottom: 1px solid black; width: 100%;"></div>	18. SERVICING DISTRICT/REGION CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	19. RDA DISTRICT CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	
20. CLASSIFICATION: <input type="checkbox"/> COLLOCATION <input type="checkbox"/> CONSOLIDATION <input type="checkbox"/> SHARED		21. SPECIALIZED SERVICE AND SQUARE FEET: <div style="border-bottom: 1px solid black; width: 100%;"></div>	22. FIPS CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>
23. CONGRESSIONAL DISTRICT: <div style="border-bottom: 1px solid black; width: 100%;"></div>	24. ORG STRUCTURE CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>	25. FED STRIP NUMBER: <div style="border-bottom: 1px solid black; width: 100%;"></div>	
26. ADDRESS OF MAIL CODE: <div style="border-bottom: 1px solid black; width: 100%;"></div>		27. ADDRESS OF FmHA CODE, IF DIFFERENT FROM NO. 26: <div style="border-bottom: 1px solid black; width: 100%;"></div>	
28. HEADQUARTERS: <div style="border-bottom: 1px solid black; width: 100%;"></div>	29. CONTACT PERSON: <div style="border-bottom: 1px solid black; width: 100%;"></div>	30. TELEPHONE NUMBER: <div style="border-bottom: 1px solid black; width: 100%;"></div>	

31. REMARKS:



PLEASE REFER TO FMI FOR COMPLETION INSTRUCTIONS.



32. SIGNATURE:

33. TITLE: